



PAN AMERICAN HEALTH ORGANIZATION
WORLD HEALTH ORGANIZATION



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MASTER CAPITAL INVESTMENT FUND

Periodic Report on the Implementation of the Master Capital Investment Fund

1. This document summarizes the activities funded under the Master Capital Investment Fund since its inception in January 2008, as authorized by the 27th Pan American Sanitary Conference.

Biennium Plans and Initial Projects

2. The two sub-funds of the Master Capital Investment Fund were initially funded in January 2008 at (a) US\$ 2 million for Buildings and Equipment and at (b) \$6 million for Information Technology Infrastructure.

Real Estate and Equipment Sub-fund

3. Planning for the 2008-2009 biennium currently contains \$1,926,636 in projects for PAHO's Washington, D.C., Headquarters and for 13 PAHO/WHO Country Offices.

Projects at Headquarters

4. Two projects have been completed so far: (a) the installation of a domestic booster pump to ensure water flow to the chillers for the building's air conditioners; (b) the installation of previously purchased simultaneous-translation equipment in conference rooms B and C.

5. In addition, a space study project is under way, which is designed to relocate staff within the Headquarters office buildings to reflect the new alignment of project teams. Draft relocation plans have been delivered to the Steering Group (composed of representatives from various Executive Management offices) for review and then will be presented to the Director for approval. A consultant has examined several types of energy efficient glass to replace existing Headquarters' windows; a second consultant is preparing technical specifications to replace the leaking roof over the office tower. The replacement of motors and other machinery in all four elevators at Headquarters has been postponed until late 2009 to ensure that roof repair crews have as many available elevators as possible to transport supplies and crews to the work site. This equipment is 44 years old and obsolete; completing the replacement will require between one year and 18 months.

Projects in PAHO/WHO Country Offices

6. Several projects will be launched shortly in PAHO/WHO Country Offices when funds are disbursed. The Costa Rica Country Office relocated staff at the request of the Ministry of Health, and the new space required cabling and remodeling funds. The Nicaragua Country Office is undergoing a major remodeling of its office space, including installing new electrical wiring and eventually a fire alarm system. Several other Country Offices have projects at pre-bid or initial bidding stages. The attached Annex A shows the specific 2008-2009 biennium projects; Annex B shows the overall program plan for 2008-2016.

Information Technology Sub-Fund

7. A total of \$4,200,000 is planned for the biennium 2008-2009 (see Annex C). From this amount, the Area of Information Technology Services (ITS) has received an allotment of \$3,115,404 and spent in calendar year 2008 some (a) \$1,084,487 on software licenses, most of which extend into different dates of 2009, (b) \$839,706 on infrastructure and on continuity of information technology services, (c) \$356,275 on personal computers and other peripherals, and (d) \$240,030 on installing a new telephone system at Headquarters. Approximately \$594,906 will be carried over into the final year of the biennium and spent on other computer items.

8. In calendar year 2009, the balance of the amount planned, some \$1,084,596 will be used for the acquisition of desktops and laptops in field offices, the installation of a satellite system in Cuba, the replacement of obsolete telephone systems in field offices, the upgrade of the e-mail system at Headquarters to improve continuity of service, and the purchase of additional software licenses. (See Annex C).

9. Annex C shows the specific 2008-2009 biennium projects, and Annex D shows the overall proposed spending for 2008-2016.

Next steps

10. Given the limited funds and uncertainty over future funding availability, constant monitoring and reassessment of essential projects and their estimated costs is required in the current biennium and beyond.

Annexes

Master Capital Investment Plan for 2008-2009 in US\$ (costs split by year)

BOLD figures are disbursements					
Location	Project Description	2008	2009	Est. costs	Country Subtotal
					Barbados
Barbados	Install security and safety upgrades to include security cameras and detectors, emergency lights and alarms		29,200	29,200	
Barbados	Install electric gates and barriers to compound		15,000	15,000	
Barbados	Interior remodeling of offices		42,000	42,000	
Barbados	Install shatter resistant blast film on windows		30,000	30,000	116,200
					Belize
Belize	Remodeling costs for interior		40,000	40,000	40,000
	Note: relocation will occur in spring 2009				
Brazil	Repair electrical system		27,000	27,000	
Brazil	Build small warehouse for archives/supplies		45,000	45,000	Brazil
Brazil	Replace roof membrane		35,000	35,000	107,000
	Note - small warehouse completed in 1st quarter 2008 with local funds, also 40% of roof membrane, awaiting allotment data to provide reimbursement				
Chile	Architects/Engineering Study (A/E) for new office space in Santiago		75,000	75,000	Chile
	Project manager to oversee construction of new PWR (construction to be paid by Ministry of Health)		75,000	75,000	150,000
	Note: awaiting approval of construction funds by Ministry of Health				
Costa Rica	Install computer cables and other office remodeling for new office space		15,000	15,000	Costa Rica
	Note: project completed in late 2008				15,000

Master Capital Investment Plan for 2008-2009 in US\$ (costs split by year) (cont.)

Location	Project Description	2008	2009	Est. costs	Country Subtotal
					Cuba
Cuba	Major rehabilitation of office space		20,000	20,000	20,000
	Note - project to start in early 2009				
Dominican Republic	Install exterior hurricane windows and repaint walls		27,000	27,000	
Dominican Republic	Remodel technical area offices		43,100	43,100	
Dominican Republic	Remodel PWR office		25,000	25,000	
Dominican Republic	Install building access control		15,500	15,500	
Dominican Republic	Install fire detection system		40,000	40,000	Dominican Republic
Dominican Republic	Major rehabilitation of air conditioning units (A/C)		20,000	20,000	170,600
	Note: hurricane windows are now \$40,464, awaiting funding				
					Jamaica
Jamaica	Remodeling costs for interior		40,000	40,000	40,000
	Note: relocation is under discussion with Ministry of Health				
Nicaragua	Install combined identity card and fire alarm systems		32,975	32,975	Nicaragua
Nicaragua	General remodeling (verify prior project replace ceiling, change vinyl walls, anticyclone windows)	100,000		100,000	132,975
	Note: allotment provided \$100,000 in July for remodeling project				
					Panama
Panama	Replace 1.5 ton air conditioning (A/C) unit (over 40 years old) which require frequent repairs		15,000	15,000	15,000
	Note - awaiting update from PWR				

Master Capital Investment Plan for 2008-2009 in US\$ (costs split by year) (cont.)

Location	Project Description	2008	2009	Est. costs	Country Subtotal
					Paraguay
Paraguay	Remodel office space including new steel entry doors and electrical upgrade		16,600	16,600	16,600
	Note - this work completed using 2006-2007 funds and these funds to be re-programmed for other uses in Paraguay				
					Trinidad & Tobago
Trinidad and Tobago	Remodeling costs		45,000	45,000	45,000
	Note: relocation is under discussion with Ministry of Health				
					Uruguay
Uruguay	Remodeling costs interior		60,000	60,000	60,000
	Note: Relocation planned for spring 2009				
Washington	Install interpretation equipment in Rooms B and C	68,710		68,710	
Washington	Analysis of major renovations projects planned for Headquarters Building, including energy conservation and their cost effectiveness (not in original plan)		50,000	50,000	
Washington	Install water booster pump	36,751		36,751	
Washington	Rehabilitate four elevators		700,000	700,000	
Washington	Architects/Engineering study (A/E) for lobby-second floor		30,000	30,000	Washington
Washington	Architects/Engineering study (A/E) for space study of DC offices	112,800		112,800	998,261
	Note: Work completed on interpretation equipment installation and water pump, space study in progress				
	annual totals	333,261	1,593,375	1,926,636	cross check
			Grand Total	1,926,636	
			Total amount available	2,000,000	
Note: start/end dates subject to confirmation due to contracting			Reserve amount	73,364	

**Master Capital Investment Fund (MCIF)
Real Estate and Equipment Sub-Fund
Projected Needs Per Biennium 2008-2017
(in US\$)**

PWR Country Office	2008-2009	2010-2011**	2012-2013**	2014-2015**	2016-2017**
Argentina		67,000	97,000		
Barbados	116,200	10,000			50,000
Belize	40,000				
Brazil	107,000	77,000		10,000	8,000
Colombia		45,000			
Chile	150,000				
Costa Rica	15,000				
Cuba	20,000		20,000		
Dominican Republic	170,600			64,900	
Ecuador		12,000			
El Salvador		69,850			
Guyana		24,600	31,228		
Jamaica	40,000				
Nicaragua	132,975	18,751		25,000	
Panama	15,000				
Paraguay	16,600	17,850	22,220	13,000	
Peru		181,131			
Trinidad and Tobago	45,000				
Uruguay	60,000				
Venezuela		45,000	20,000		20,000
Washington, DC	998,261	300,000	324,000	837,000	1,489,000
TOTAL	1,926,636	868,182	514,428	949,900	1,567,000
Grand total	5,826,146				

** Dependent on future funding availability.

Note: Headquarters projects funded by the Holding Account (as authorized in October 2008) are not included in the above table.

Activities for 2008-2009 are more fully described in Annex A.

Master Capital Investment Fund - 2008-2009
Information Technology Sub-fund
As of 19 December 2008

	Activities	Projected 2008-2009	Allotted 2008	Obligated 2008	Unobligated Balance 2008	Comments	Planned 2009	Comments	Revised Projected 2008-2009
1	Computer equipment	910,000	577,120	356,275	220,845	PCs and Laptops for FO	380,000	PCs for HQs and Country Offices	955,000
2	Telephony and Voice-over-Internet protocol (VoIP)	370,000	240,030	240,030	-		150,000	Telephone switchboard system for Country Offices	390,000
3	Infrastructure	425,000	170,190	150,688	19,502	Miscellaneous purchases	90,000	Wireless at OAS and Virginia Avenue and Network performance	260,000
4	IT Service Continuity	800,000	789,231	679,254	109,977	Cuba satellite and other	125,000	Consolidation of e-mail messaging and Satellite link for CUBA	915,000
5	Information Security	200,000	-	-	-		10,000		10,000
6	Cabling	70,000	9,764	9,764	-		15,596		25,000
7	Software	1,425,000	1,329,069	1,084,487	244,582	Tier Technology Company and others	314,000	Mricrosoft, Elluminate, and others	<u>1,645,000</u>
		4,200,000	3,115,404	2,520,498	594,906		1,084,596		4,200,000

Master Capital Investment Fund (MCIF)
Information Technology Sub-fund
Projected Needs per Biennium 2008-2017
(in US\$)

Type of Investment/Year	2008-2009	2010-2011**	2012-2013**	2014-2015**	2016-2017**
Desktop, printers and other peripherals	955,000	1,000,000	1,000,000	1,000,000	1,000,000
Telephony and VoIP	390,000	400,000	400,000	400,000	400,000
Infrastructure and IT services continuity	1,210,000	1,200,000	1,200,000	1,200,000	1,200,000
Software	1,645,000	1,200,000	1,200,000	1,200,000	1,200,000
TOTAL	4,200,000	3,800,000	3,800,000	3,800,000	3,800,000
Grand total	19,400,000				

** Dependent on future funding availability

Within the current 2008-2009 allotment of \$3,115,404, ITS has spent \$1,084,487 on software licenses, \$839,706 on Infrastructure and IT services continuity, \$356,275 for personal computers and other peripherals, and \$240,030 on the telephone system at the headquarters building in Washington D.C.

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